



STE. ANNE MUNICIPALITY

Committee of the Whole Meeting Minutes April 18, 2023 - 09:00 AM

Meeting of the Committee of the Whole of the RM of Ste. Anne held at the Municipal Council Chambers in the Rural Municipality of Ste. Anne at 395 Traverse Road on April 18, 2023.

CALL TO ORDER

Reeve Richard Pelletier called the meeting to order at 9:00 am.

ATTENDANCE

COUNCIL MEMBER	IN ATTENDANCE	ABSENT
RICHARD PELLETIER, REEVE	X	
SARAH NORMANDEAU, WARD 1		X
KYLE WACZKO, WARD 2	X	
Vacant Seat, WARD 3	N/A	N/A
BRAD INGLES, WARD 4	X	
ROBERT SARRASIN, WARD 5	X	
RANDY EROS, WARD 6	X	

Also in attendance were:

- Chief Administrative Officer, Mike McLennan
- Legislative Officer, Nadine Vielfaure
- Operations Manager, Kevin Medeiros
- Planning Assistant, Colette Nault-Martens

At 9:01 am, Councillor Sarah Normandeau joined the meeting.

AGENDA

CotW-2023-19

Councillor Eros

Councillor Sarrasin

BE IT RESOLVED THAT the agenda for the April 18, 2023, Committee of the Whole meeting be adopted as circulated and amended.

CARRIED

EXECUTIVE MATTERS

IN CAMERA

CotW-2023-20

Councillor Sarrasin

Councillor Ingles

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 9:01 am, to discuss Matters in Preliminary Stages, and Legal Matters, under Section 152(3) of *The Municipal Act*.

CARRIED

All present at this time were invited to join Council In Camera.

At 9:00 am, **Burton Mikolayenko & Michael Turko of KGS Group**, the company retained to serve as municipal engineers, attended the meeting to discuss and review the Municipal Service Standards with Council.

At 10:10 am, Operations Manager Kevin Medeiros left the meeting.

OUT OF CAMERA

CotW-2023-21

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT Council reconvene into regular session at 10:47 am, and that all information discussed In Camera be kept in confidence until the matter is discussed at a public meeting of Council or Committee.

CARRIED

ENVIRONMENT MATTERS – None.

LAND USE PLANNING AND DEVELOPMENT MATTERS

At 10:53 am, Council recessed for 5 minutes.

At 11:00 am, **Sheldon Proulx of La Coulee des Sources Estates Inc.** made a presentation to Council regarding their subdivision file #4175-21-8423, requesting that Council waive or amend some conditions and requirements.

Council recessed from 12:01 pm to 12:55 pm.

The representatives from KGS Group left the meeting once this recess was called.

At 1:00 pm, **Shirley Hiebert of Tilstone Prairie Inc.**, made a presentation to Council regarding their subdivision file #4175-19-8195, requesting that Council waive or amend the erosion control requirements for the drainage systems in this development.

At 1:30 pm, **Alan Klippenstein of Schinkel Properties**, made a presentation to Council regarding their subdivision file #4175-21-8528, requesting that Council rescind their Resolution #2023-152 passed on March 22, 2023, requiring a Lot Siting Plan restricting development to 50% of the proposed lots to allow for future infill development.

Subdivision File #4175-21-8528 - Schinkel Properties for Bauman - Request to review requirements

Councillor to give Notice of Motion to rescind Resolution #2023-152 at the April 26, 2023, regular meeting of Council.

Subdivision File #4175-19-8195 - Tilstone Prairie Inc - Request to Review Requirements

CotW-2023-22

Councillor Waczko

Councillor Eros

WHEREAS Subdivision File #4175-19-8195 for Tilstone Prairie Inc was granted their Certificate of Approval from Community Planning Services on February 16, 2022, with the developer currently working towards obtaining their Construction Commencement Certificate; AND WHEREAS the Development Agreement establishing the standards for the construction of municipal infrastructure, among others, was ratified on February 7, 2022, with the new Municipal Service Standards being enacted on May 11, 2022.

AND WHEREAS the former Municipal Service Standards Section 2.1.2.9 read that "all road slopes, ditches and any non-travelled portions of roadway must be grass seeded." in comparison to the new service standards which read that "all the road side slopes, ditches, and swales and non-travelled portions of the right of way shall be spread with a minimum of 50 mm of topsoil and sod, or hydro-seed.";

AND WHEREAS the Developer is currently appealing the municipal requirement for Topsoil and Hydroseeding to be completed;

BE IT RESOLVED THAT Council be recommended to require the developer to have all the road-side slopes, ditches, and swales (including on proposed lots), and non-travelled portions of the right of way to be covered in vegetation in a manner that provides adequate erosion control, to the satisfaction of the Municipality.

CARRIED

At 2:23 pm, Planning Assistant Colette Nault-Martens left the meeting.

Subdivision File #4175-21-8423 - La Coulee Des Sources Estates Inc. - Appeal of Engineering Requirements

CotW-2023-23

Councillor Eros

Councillor Ingles

WHEREAS Subdivision File #4175-21-8423 for La Coulee des Sources Estates Inc. was granted Conditional Approval by Council Resolution #2021-422 on October 6, 2021;

AND WHEREAS Municipal Service Standards were being reviewed at that time, with the final revisions formally adopted by Council in May 2022;

AND WHEREAS on September 6, 2022, the Developer submitted an Engineered Drainage Plan dated June 2022, which was subsequently reviewed by the Municipal Engineer, with multiple requests for revisions required to ensure compliance with the newly adopted Municipal Standards;

AND WHEREAS further to meetings held with administration and both parties' engineers, the Developer submitted an appeal to Council requesting that the following requirements be waived:

- road plan and profile drawings
- GEO report on road
- creek data which is stated in conditional approval #6 vegetation along waterways not to be disturbed for 30 meters
- written storm water management report
- GEO report on basement elevations (request to complete this following construction of the road)
- new road adoption (request to maintain the previous standard of a 66 foot road allowance width, rather than the current 78');

BE IT RESOLVED THAT Council be recommended to deny the developer's requests to waive multiple requirements with the exception of the following:

- Council will allow the 66 foot road allowance for all roads within the planned area on condition that a 12' easement agreement be entered into and registered on titles for the lots to the West and South of Elsie's Place, to allow for future walking path;

BE IT FURTHER RESOLVED THAT, following a brief review of the submitted drainage plan, Council will require the following:

- any water storage areas should be detention based, to facilitate and alleviate the amount of future municipal maintenance required on these drains;
- that the Public Reserve space be planned in a way to maximize the amount of land available for future public park development and recreational features.

CARRIED

Permit Reports - March 2023

Received as information.

Zoning By-law Review - Increase in Scope

CotW-2023-24

Councillor Ingles

Councillor Sarrasin

WHEREAS the approved proposal for the Municipal Zoning By-law Review with WSP did not include:

- an additional in-person meeting to review feedback received from the Open House, held on March 21, 2023,
- for the consultant to be available for the First Reading of the Zoning By-law;
- for the preparation of a presentation to be made for the Public Hearing yet to be scheduled;

BE IT RESOLVED THAT Council be recommended to approve the change in scope for a total of \$2,560.00 in accordance with the presented quote by WSP.

CARRIED

ECONOMIC DEVELOPMENT MATTERS – None.

RECREATION MATTERS – None.

PROTECTION MATTERS – None.

PERSONNEL MATTERS – None.

IN CAMERA

CotW-2023-25

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT Council recess in order to meet as a Committee of the Whole, In Camera, at 2:46 pm, to discuss Personnel and Legal Matters, under Section 152(3) of *The Municipal Act*.

CARRIED

At 2:46 pm, Legislative Officer Nadine Vielfaure left the meeting.

OUT OF CAMERA

CotW-2023-26

Councillor Sarrasin

Councillor Normandeau

BE IT RESOLVED THAT this meeting reconvene into regular session at 2:56 pm, and that all information discussed In Camera be kept in confidence until the matter is discussed at a public meeting of Council or Committee.

CARRIED

Municipal Engineer Invoice

CotW-2023-27

Councillor Eros

Councillor Sarrasin

WHEREAS Conditional Use Order #19-22 and Variation Order #12-22 were approved with conditions on October 19, 2022 by Resolution of Council 2022-481;

AND WHEREAS Condition 4 States that all costs incurred due to this project be borne by the developer;

AND WHEREAS Invoice #110955-R has been received from KGS Group for plan review, at a total cost of \$1,615.95;

BE IT RESOLVED THAT Council be recommended to absorb 100% of the total costs.

CARRIED

NEW AND OTHER BUSINESS – None.

ADJOURNMENT

CotW-2023-28

Councillor Eros

Councillor Normandeau

BE IT RESOLVED THAT this Committee of the Whole meeting be adjourned at 2:57pm.

CARRIED

NEXT MEETING(s)

Committee of the Whole Meeting

May 16, 2023 @ 9:00 am



Richard Pelletier
Reeve



Mike McLennan
Chief Administrative Officer